

**Title:** Park & Facility Maintenance Worker  
**Status:** Regular, Part-time (30 hrs/wk)  
Benefitted, FLSA Non-Exempt  
**Salary:** \$22.78 – 27.69 per hour, DOQ

**Dept.:** Parks, Recreation, & Cultural Services  
**Reports to:** Park Maintenance Supervisor  
**Position closes:** 10am; March 31, 2015

## General Position Summary

## Essential Functions

- Perform responsible maintenance and repair of City parks, sport fields and buildings.
- Maintain City parks and sport fields; mow, edge, and apply pesticides and fertilizer to landscaped areas; repair and maintain irrigation systems; plant and maintain flower beds; rake leaves, prune and trim trees, remove brush and trash; remove graffiti; and repair fences.
- Perform routine playground safety inspections and audits.
- Inspect and confirm work of assigned contractors.
- Set up and take down equipment and supplies for special events.
- Repair and maintain Department buildings, facilities, and structures; assist with general building repair performing a variety of duties involving the building trades, including carpentry, plumbing, masonry, general electrical, HVAC and painting.
- Operate vehicles and heavy equipment to perform parks and building construction and maintenance duties; operate a variety of landscaping and construction tools and equipment, such as a jackhammer, mower, edger, chain saw, chipper, and electric lift.
- Perform maintenance and operation of interactive water feature, to include monitoring and adjustments of chemical levels and minor plumbing repairs.
- Organize and assemble materials and equipment necessary for tasks.
- Respond to emergency call-out situations.
- Prepare and maintain a variety of records and reports.
- Perform related duties as assigned.

- Serves as a member of the City's emergency response team.
- Perform general building maintenance such as sweeping, mopping, clean restrooms, change light bulbs and remove trash.

Position is subject to a wide diversity of work situations requiring a moderate degree of complexity. The incumbent operates from specific and definite directions and instructions under moderate supervision.

**Interpersonal Contacts**

Interacts extensively with the other staff and the public.

**Specific Job Skills**

Knowledge of:

- Methods, tools, equipment, and materials used in the operation, maintenance, and repair of parks, sport fields, and facilities.
- Work hazards and applicable safety precautions.
- Operation and maintenance of hand and power tools and related construction equipment.
- Maintenance and repair of irrigation and plumbing systems.
- Cultivating, fertilizing, watering and spraying of flowers, trees, shrubs, and lawns.
- Basic arithmetic, including addition, subtraction, multiplication, and division.
- Modern cleaning methods including basic methods of cleaning and preserving floors, carpets, furniture, walls and fixtures.
- Methods to clean and maintain equipment, tools, materials and supplies.

Ability to:

- Consistently demonstrate and actively support the identified values of the City of Burien: Trust, Integrity, Collaboration, Service, Communication, and Excellence.
- Safely and proficiently operate machines, tools, equipment, and materials used in the maintenance and repair of City park facilities.
- Perform heavy manual labor for long periods of time under a variety of weather conditions.
- Operate heavy and specialized equipment.
- Understand and carry out written and oral instructions.
- Work with cleaning fluids, paints, cleaning agents, and other solutions.
- Follow written and/or verbal instructions.
- Work independently.
- Maintain accurate records;
- Accurately analyze problems and identify solutions.
- Read, interpret, and follow blueprints, and schematics.
- Plan and organize work to meet schedules and deadlines.
- Demonstrate attention to detail.
- Meet deadlines.
- Communicate effectively, both in writing and orally.
- Establish and maintain cooperative and effective working relationships.
- Effectively represent the City in situations which are potentially adversarial or stressful.
- Recognize occupational hazards and utilize standard safety practices.
- Effectively utilize computer skills for communication and preparation of reports and records.

**Mental Abilities**

Position requires continuous decision making, interpersonal skills, and ability to understand, read, and speak English; frequent creativity, customer service, problem analysis, and independent judgment and/or action; occasional teamwork, use of discretion and performance of basic math; and rare presentations/teaching, mentoring, training/supervising, negotiation, and performance of advanced math.

**Physical Abilities**

Position requires continuous hearing; frequent standing, walking, and talking; occasional stooping, sitting, fingering, reaching, kneeling, handling, bending, and repetitive motions of feet, hands, and

wrists; and rare crawling, feeling, and climbing. Employee must be able to lift and carry 80 pounds and push and pull 200 pounds.

### **Education and/or Experience**

Graduation from high school or GED equivalent AND two years grounds/facilities maintenance, repair and construction experience OR a combination of experience and training that provides the candidate with the knowledge and skills to perform the job.

### **Special Requirements**

- Successful completion of pre-employment background check.
- Valid Washington State Driver's License with satisfactory driving record.
- Possession of, or ability to obtain within three months, current First Aid/CPR certification.
- Possession of, or ability to obtain within three months, Confined Space certification.
- Possession of, or ability to obtain within one year, Aquatic Facility Operator's certification.
- Possession of, or ability to obtain within one year, Playground Safety Inspector certification.
- Be available for emergency response after normal work hours.
- Possession of a Washington Pesticide Applicator's license preferred.

### **Job Conditions**

Work is performed primarily in a field environment and requires travel to a variety of locations to perform work. Employee may be exposed to noise from machinery and equipment operation, to all weather conditions, and to conditions and hazards from obstacles, rough terrains, heights and open trenches associated with construction sites. Employee may be exposed to potentially hazardous materials and equipment, fumes or vapors. Employee will be required to work evenings, weekends, and holidays, primarily April through September. Position may include contact with dissatisfied or abusive individuals.

Adopted 03/17/15

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### **SELECTION PROCESS**

Applicants will be evaluated on the basis of education and work experience. Highly qualified candidates may be invited to participate in interviews. Candidates may be asked to respond to supplemental questions in writing and may be asked to supply illustrative examples of work. A test may also be administered to assess relevant skills. Additional references may be requested of finalists.

### **TO APPLY**

Applications are available on-line at [www.burienwa.gov](http://www.burienwa.gov). Candidates **must submit a City of Burien employment application form and cover** letter on-line or to City of Burien, Attn: Human Resources, 400 SW 152<sup>nd</sup> Street, Suite 300, Burien, WA 98166. If you need special accommodation in the application or examination process, please contact Human Resources at (206) 248-5504.

### **NOTICES**

*The City of Burien is an Equal Opportunity Employer and assures equal employment practices regardless of sex, race, color, creed, religion, national origin, pregnancy, age, marital status, honorably discharged veteran or military status, sexual orientation, genetic information, disability, or any other basis prohibited by local, State or Federal law.*

*Verification of identity and United States work authorization must be completed before employment commences as required by the Immigration Reform and Control Act.*

*The City of Burien has a no smoking policy in all City facilities and all City vehicles.*